

LIONSGATE ACADEMY
District #4183
BOARD MEETING MINUTES
December 14th, 2021 @ 6:30 p.m.

North St. Paul Campus: 2342 Helen Street North, North St. Paul, MN 55109 and Virtual Meeting Option

TO: Pauline Bangma, Ben Barnes, Amiri Brotherson, Molly Figenskau, Lori Fligge, Janet Ha, Christine Peper, Jason Pusey, and Ann Wiesner (virtual)
Others: Dr. Diane Restorff, Executive Director; Ryan Rehnstrand, Director of Student Services; Aaron Leisen, Director of Finance and Operations

FROM: Christine Peper, Chair

Call to order: Christine Peper, Chair @ 6:31pm

School Mission Statement:

The Mission of Lionsgate Academy is to foster self-determination by providing a transition-focused, personalized education for all, specializing in educating learners on the autism spectrum.

Comments from Community Members: Public Comment is an open forum portion of the meeting and is an opportunity to present an issue, concern, or other statement to the Board of Directors. Individuals wishing to address the Board must sign up prior to the Call to Order and will be allotted three (3) minutes. Total public comment will be limited to twenty one (21) minutes.

Public Comment

Tracy Reid presented a proposal that Lionsgate creates a program to provide credit to students who work through voc rehab services.

Conflict of Interest Declaration

None.

Approval of the Agenda

Motion: Move to approve agenda with addition to the Financial Audit presentation by MMR			
Made by: Barnes		Seconded by: Fligge	
Discussion: None.			
Vote:	Yea: 7	Nay: 0	Abstain: 0

Model:

1. Consent Agenda

- a. Approval of Prior Meeting Minutes
- b. Governance Committee Report
- c. Approval of Policies

Motion: Move to approve the consent agenda			
Made by: Figenskau		Seconded by: Barnes	
Discussion: None.			
Vote:	Yea: 7	Nay: 0	Abstain: 0

2. Auditor Report – Bill Lauer, MMKR

- a. Audit report for year ending 6/30/21
- b. Definition of Auditor's role and responsibility
 - i. Provide opinion on basic financial statements
 - ii. Test internal controls and compliance
- c. Findings – No notable findings from 2021 to report
- d. Observations –
 - i. General Fund balance lower in 2021 due to PPP loan repayment
 - ii. Increase in Expenditures mostly due to staffing and higher enrollment
- e. Statement of Net Position

Motion: Move to accept the 2020-21 Financial Audit by MMKR			
Made by: Fligge		Seconded by: Brotherson	
Discussion: None.			
Vote:	Yea: 7	Nay: 0	Abstain: 0

- 3. Strategic Planning Update (usually part of the Director's Report on the agenda but moved ahead to accommodate guest speaker)
 - a. Sgt, Jim Dunlap, Ramsey County Sheriff's Dept. attended the meeting to give a background about the SRO Program and answer questions and/or concerns about the proposal to have a SRO at Lynx.
- 4. **Special Education Update – Ryan Rehnstrand**
 - a. Had 1st Due Process Night in SHV – next scheduled for Feb 2nd
 - b. ESY will be July 6-28 (Mon-Thurs), 8am-12pm
 - c. Recovery Services – same days as ESY - 12pm-2pm
- 5. **Business**
 - a. Director's Report – Dr. Restorff
 - i. 2022-2023 Academic Calendar –
 - 1. Start after Labor day
 - 2. Staff days on Dec 22 and May 5

Motion: Move to approve the 2022-2023 Academic Calendar			
Made by: Pusey		Seconded by: Ha	
Discussion: None.			
Vote:	Yea: 7	Nay: 0	Abstain: 0

- ii. Presentation of 2020-2021 WBWF/Annual Report

Motion: Move to approve the 2020-2021 WBWF/Annual Report			
Made by: Bangma		Seconded by: Barnes	
Discussion: None.			
Vote:	Yea: 7	Nay: 0	Abstain: 0

- iii. Proposed change to 2021-2022 calendar
 - 1. Add Monday, Jan 3rd 2022 as a staff work day to allow staff to develop asynchronous lessons in the case of an e-learning day

Motion: Move to approve adding a staff work day on Jan. 3 rd 2022 to the 2021-2022 academic calendar			
Made by: Ha		Seconded by: Pusey	
Discussion: None.			
Vote:	Yea: 7	Nay: 0	Abstain: 0

- iv. COVID Update
 - 1. 8 quarantine incidents
 - 2. Additional COVID leave for test to stay
 - a. Test to Stay - For unvaccinated staff, a rapid test each morning if they are asymptomatic
- v. Principal/Site Director Update – Dr. Jessica Bjorkman, AIM
 - 1. Intentional structure revamp
 - 2. Goal is to increase participation and maximize learning experience
 - 3. Pilot new methods to meet goal
- vi. Strategic Planning Update – see above
- vii. Equity Audit Update
 - 1. 8/10th Grade Students Math and Reading Achievement
- viii. Student Achievement – Meta Thomas
 - 1. Video of featured teacher, Diana Amundson, math teacher at Minnetonka
 - 2. MCA Science test score results
- ix. Personnel Update – Diane Restorff for Gael Braddock, Director of HR
 - 1. Open Positions
 - a. Minnetonka – Educational Assistants (5), CNA EA (1)
 - b. Shoreview – Educational Assistants (10), EA ASL (1), LA Inclusion Teacher (1), English Language Learner Support (1)
 - c. AIM – Sped Teacher/Case Manager (1), Social Worker (long term sub), Job Coach (2)
 - d. Lynx – Mental Health Behavior Aide (5)
 - e. District – Covid Coordinator (1)
- b. Foundation Update
 - i. Foundation Meeting, Dec 15th @ 6:30
 - 1. Approval of Omnibus Budget
- c. Committee Reports
 - i. Finance – Aaron Leisen
 - 1. Committee Update – met to discuss November 2021 financials
 - 2. Financials
 - a. ADM
 - i. Actual Current ADM: 371.92; ADM from Budget: 381.00
 - b. Revenue (as of November 30, 2021)
 - i. Total Revenues were \$8,807,643 compared to a year-to-date cash-basis budget of \$8,948,180 for a total unfavorable variance of \$(140,537).
 - ii. MDE has updated the current year entitlements based off the FY22 Original Budget.
 - c. Expenses (as of November 30, 2021)
 - i. Total Expenditures were \$7,386,399 compared to a year-to-date cash-basis budget of \$7,507,390 for a total favorable variance of \$120,992. This is mostly due to timing issues with purchased services.

Motion: Move to approve the November 2021 financials			
Made by: Brotherson		Seconded by: Figenskau	
Discussion: None.			
Vote:	Yea: 6	Nay: 0	Abstain: 0

- ii. Executive Director Evaluation Committee Update – Director Ha, Director Wiesner, and Director Bangma
 - 1. The ED committee met to discuss the surveys
 - 2. Beginning to rework the format (since paper surveys are increasingly unsuitable)

3. Working on revising questions and potentially a Google form set of questionnaires, designed to elicit feedback on the director’s role in school culture.
- iii. Diversity, Equity and Inclusion Committee Update – Diane Restorff for Gael Braddock, Director of HR
 1. Program-based Committees are doing a GREAT job implementing DEI initiatives at the site level, as well as developing communication norms through team-chosen DEI resources.
 2. Training on Intercultural Development Continuum, completion of Intercultural Developmental Inventories for Committee members, and first meeting of District Level DEI Committee is delayed, but will occur beginning January
 3. Admin Team will be completing Racial Healing Handbook and making strategic plans for 2021 DEI efforts in January and will be based on the “5 Rs” that the Board used as a framework.
- iv. Ad Hoc Board Diversity Communication Committee Update – Vice Chair Barnes
 1. Met as a board and discussed next steps - next month retire this committee and have proposal ready for new committee for board approval
- v. Governance Committee Update – Director Fligge
 1. Self-Evaluation Survey Results (7 of 8 board members completed the survey)
 - a. 10 questions scored 100% as meeting or exceeding expectations
 - b. 6 questions scored 71-86% as meeting or exceeding expectations
 - c. Plans to adjust new board member orientation to provide more detailed information in the areas that did not score 100%
 2. Next meeting scheduled for Jan 4th – will continue discussion on ED succession planning/process
- vi. Authorizer Report - None

6. Review: Next Month’s Board Meeting agenda

Motion to Adjourn:

Motion: Move to adjourn @ 9:20pm			
Made by: Fligge		Seconded by: Brotherson	
Discussion: None.			
Vote:	Yea: 6	Nay: 0	Abstain: 0

Next Meeting: *January 18th, 2022 @ 6:30 p.m. at the Shoreview Campus: 599 Cardigan Road, Shoreview, MN 55343 and Virtual Meeting Option*